

**COMMITTEE ON ACCOUNTS, ENROLLMENT & REVENUE
ADMINISTRATION**

April 15, 2003

4:30 PM

Chairman Shea called the meeting to order.

The Clerk called the roll.

Present: Aldermen Shea, Smith, Thibault, Lopez

Absent: Alderman Guinta

Chairman Shea addressed Item 3 of the agenda:

Communication from Guy Beloin, Financial Analyst II, submitting the City's Monthly Financial Statements for the nine months ended March 31, 2003.

On a motion of Alderman Lopez, duly seconded by Alderman Thibault, this item was moved for discussion.

Guy Beloin asked I don't know if you want to go over any certain statements or all of them in any detail or just summary.

Alderman Lopez stated I think we received a special copy in reference to revenue and stuff like that, so I don't have any really in particular.

On a motion of Alderman Lopez, duly seconded by Alderman Smith, it was voted to accept the report.

Chairman Shea addressed Item 4 of the agenda:

Communication from Sharon Wickens, Financial Analyst II, submitting reports as follows:

- a) department legend;
- b) open invoice report over 90 days by funds;
- c) open invoice report all invoices for interdepartmental billings only;
- d) open invoice report all invoices due from the School Dept. only; and

- e) listing of invoices submitted to City Solicitor for legal determination.

On a motion of Alderman Thibault, duly seconded by Alderman Smith, this item was moved for discussion.

Alderman Smith stated on Page 2, RH White. They do most of the paving for Keyspan and the Manchester Water Works and I notice they have it in there for traffic. This is in regards to traffic. I can't understand why the bill isn't paid.

Ms. Wickens replied right, that's just a piece of it. Actually I sent a copy of the last 90 day and over report, which I believe they were on to the City Clerk's office. But as businesses are doing anything with the City that they would be tagged for any of these outstanding...I think they were one of them.

Alderman Smith asked I see our friend Cahoots still hasn't paid the bill?

Ms. Wickens answered they still have not. Again when they are coming in for their business license they have also been tagged that they won't get one until that's paid for.

Alderman Smith stated and lastly. In noticed a lot of these are parking permit tickets, like Hartnett parking lot, Pine Street and like that. Maybe you can help me out. On one individual it started in and it was almost nine months before they stopped the situation. It shows like almost \$500 bucks and about 10 or 12 violations. This is on Page 14.

Ms. Wickens asked is that Gerri Casey?

Alderman Forest replied its Shannon Pelkie.

Ms. Wickens stated a lot of these were sent to the collection agency and they kind of sat there for a while. I know Denise is actively working on them.

Alderman Smith stated maybe you can help me out. My problem is not with you, I can't understand when they have a violation and it multiplies that they don't do something about it. Like one's a Pine Street parking lot, the other one is Hartnett parking lot, one is Elm Street and there are 10 or 12 violations. I can't see how we can keep on going along with them, why they don't put a boot on them or do something.

Ms. Wickens responded I totally agree with you. I did actually have a discussion with the girl over at Traffic and she is actively pursuing some of these older ones and pulling permits and she just sent a list over to the Police Department to be booted. She was a little bit behind and things kind of for a couple of months got away from her she said. Hopefully this will be under control. I'm not sure what their procedures are though I certainly could invite her to the next meeting and...

Alderman Smith stated you know what I'm getting about, it's almost nine months and all the tickets...

Ms. Wickens interjected I absolutely agree with you. These permits really should be pulled.

Alderman Thibault stated on Page 9, Police administration. This check bounced. Now did they go after these people?

Ms. Wickens replied they do. I see the one that you're actually pointing out. That is in the hands of the collection agency. I think they're having trouble locating...I think this is a young girl that they're having trouble locating, but they tried to pursue her.

Alderman Thibault asked how about on Page 14, oh that's another bounced check.

Alderman Lopez stated just a comment on Page 2 and 3 in reference to the dumpsters. I think they're having some problems over there at the school because I watched one of the MCTV programs and they refused to pay some of them. Do you know anything about it?

Ms. Wickens replied I've only heard about that. That they were being charged a different rate or something, but I don't know any more than that. Did you want me to look into it further for you?

Alderman Lopez replied yes would you just check and see if there are any major problems there.

On a motion of Alderman Smith, duly seconded by Alderman Lopez, it was voted to accept the report.

Chairman Shea addressed Item 5 of the agenda:

Communication from Sharon Wickens, Financial Analyst II, seeking Authorization to write-off 3rd quarter FY2003 Accounts Receivable.

On a motion of Alderman Lopez, duly seconded by Alderman Thibault, it was voted to accept the report.

TABLED ITEM

Communication from Randy M. Sherman, Deputy Finance Officer, submitting
The City of Manchester's Monthly CIP/Federal & State Revenue Report
for the eight months ended February 28, 2003.

Alderman Thibault stated we could take it off the table if you want for discussion.

Chairman Shea stated Alderman we are going to have a special meeting on that tomorrow night. We'll leave it on the table then?

The Committee members were in concurrence to leave it on the table.

There being no further business to come before the committee, on motion of Alderman Smith, duly seconded by Alderman Thibault, it was voted to adjourn.

A True Record. Attest.

Clerk of Committee